

**District Government Agency
FY04 1st Quarter Correspondence Overview Sheet**

Agency	Total assigned workflows for the quarter	Total open workflows at the end of the quarter	Total amount of assigned workflows between December 29- 31, 2003	FY04 Target = 5% Open at Quarter-end	Pass/Fail
Medical Examiner, Office of the Chief	4	1	1	0	
Cable Television and Telecommunications,	5	0	0	0	
Local Business Development, Office of	6	2	0	0	FAIL
Property Management, Office of	6	3	1	0	FAIL
Mental Health, Department of	8	3	0	0	FAIL
Inspector General, Office of the	8	6	0	0	FAIL
Banking and Financial Institutions, Office of	9	0	1	0	
Aging, Office on	11	0	0	1	
Contracting and Procurement, Office of	11	6	0	1	FAIL
Public Library	13	0	1	1	
Insurance and Securities Regulation,	14	0	0	1	
Child and Family Services	15	0	0	1	
Emergency Management Agency	15	0	0	1	
Child Support Enforcement, Office of	17	13	0	1	FAIL
Human Rights	18	5	1	1	
Fire and Emergency Medical Services,	19	1	0	1	
Arts and Humanities, Commission on	21	0	1	1	
Tuition Assistance Grants Program	21	5	0	1	FAIL
Secretary, Office of the	27	6	1	1	FAIL
Parks & Recreation, Department of	28	0	1	1	
Chief Financial Officer, Office of the	33	2	1	2	
Housing and Community Development,	38	3	0	2	FAIL
Planning, Office of	45	15	0	2	FAIL
City Administrator, Office of the	46	0	0	2	
Communications, Office of	46	8	0	2	FAIL
Personnel, Office of	47	2	0	2	
Corporation Counsel, Office of the	65	51	1	3	FAIL
Operations, Deputy Mayor for	68	3	0	3	
Corrections, Department of	70	7	0	4	FAIL
Public Safety and Justice, Office of the	72	20	2	4	FAIL
Employment Services, Department of	75	0	2	4	
Chief Technology Officer, Office of the	85	0	2	4	
Children, Youth and Families and Elders,	88	16	1	4	
Human Services, Department of	100	8	1	5	FAIL
Chief of Staff, Office of the	109	3	8	5	
Tax and Revenue, Office of	128	1	3	6	
Public Works Director's Office, Department of	137	52	6	7	FAIL
Consumer and Regulatory Affairs, Department	178	6	3	9	
Transportation, District Division of	205	28	9	10	FAIL
Health, Department of	205	10	5	10	
Planning and Economic Development, Office	230	0	5	12	
Policy and Legislative Affairs, Office of	255	84	23	13	FAIL
Mayor's Suite	285	2	4	14	
Metropolitan Police Department	327	117	4	16	FAIL
Motor Vehicles, Department of	453	95	10	23	FAIL